Steps for creating a Google Account

Creating a Google Account is not required to submit an application, however, creating an account will allow you to automatically save your progress, allowing you to close your application and revisit to finish at another time or protect your work in the event of a power/internet outage. Without a Google Account, you will need to complete the application and submit in one sitting.

The below steps will enable you to create a Google Account with <u>your existing email address</u> (*i.e. a gmail account is not required*).

Click the link to access the web-based application: https://forms.gle/w9AHPDMqm28sFPDFA





By clicking "Use my current email address instead" you will be able to use your current (business) email address to register for Google services, similar to using your business email to register for other web-based services like zoom or dropbox. There is no need to create an @gmail.com email address to utilize this platform.

Now fill in your name, business email address, and create a new password for your Google Account then click Next.

| - | - A | |
|--|---|------------------|
| First name John | Last name Doe | |
| You'll need to confirm | n that this email belongs to you. il address instead | 029 |
| Your email address John.Doe@Maine | WaterWorks.com | |
| Password W@ter123 | W@ter123 | |
| Use 8 or more characters with a mix of letters, numbers & symbols | | working for you. |
| Show passwo | ord | |

An email will be sent to the address you provided with a verification code. Enter the code and click Next to complete set up of your account.

| Verify your email a | ddress | |
|---|------------------------------------|--|
| Enter the verification code we se John.Doe@MaineWaterWorks.co check your spam folder. Enter code | ent to om. If you don't see it, | |
| Back | Next | |

Once you verify your account, you will be able to begin filling out your application and any fields filled out will automatically save so you can pause working on it and resume at a later time if needed.